

## Written Assignment Rubric

CATEGORY	5	4	2	1
<b>Organization</b>	Information is very organized in a well-constructed paragraph or paragraphs.	Information is organized in a well-constructed paragraph or paragraphs.	Information is organized, but paragraph(s) are not well-constructed.	The information appears to be disorganized.
<b>Amount of Information</b>	All topics are addressed and all questions answered with at least 2 sentences about each.	All topics are addressed and most questions answered with at least 2 sentences about each.	All topics are addressed, and most questions answered with 1 sentence about each.	One or more topics were not addressed.
<b>Quality of Information</b>	Information clearly relates to the topic. It includes details and/or examples.	Information relates to the topic. It provides few supporting details and/or examples.	Information partially relates to the topic. No details and/or examples are given.	Information has little or nothing to do with the topic.
<b>Application of Learning</b>	Information presented shows a clear understanding and application of the Professional Development Topic.	Information presented shows understanding and application of the Professional Development Topic.	Information presented shows a partial understanding and application of the Professional Development Topic.	Information presented shows little or no understanding and application of the Professional Development Topic.
<b>Mechanics</b>	No grammatical, spelling or punctuation errors.	Almost no grammatical, spelling or punctuation errors	A few grammatical spelling, or punctuation errors.	Many grammatical, spelling, or punctuation errors

➤ Each section of the written assignment will be graded on the same 25-point rubric. There are four sections for a total of 100 points.

➤ The course grading scale is as follows:

90-100 points = A  
 80 – 89 points = B  
 70 – 79 points = C  
 60 – 69 points = D  
 Less than 60 points = F

## Final Grading Sheet

Student Name: \_\_\_\_\_

Section #1: \_\_\_\_\_ points out of 25 points

Section #2: \_\_\_\_\_ points out of 25 points

Section #3: \_\_\_\_\_ points out of 25 points

Section #4: \_\_\_\_\_ points out of 25 points

Total Points: \_\_\_\_\_ points out of 100 points

**The course grading scale is as follows:**

90-100 points = A  
80 – 89 points = B  
70 – 79 points = C  
60 – 69 points = D  
Less than 60 points = F

**You will receive email notification of your course grade within 14 days of submitting your coursework. Transcripts will be available at the end of the current semester.**